

**Virginia Indigent Defense Commission**  
**Richmond Public Defender Office**  
**Assistant Public Defender I**  
**Starting Salary: \$48,183**

The Virginia Indigent Defense Commission (VIDC) is now accepting applications for the position of Assistant Public Defender I in the Richmond Public Defender's Office. The qualified candidate should be committed to advocating on behalf of indigent clients. The attorney will handle trials in all courts. The VIDC is committed to providing quality legal services for indigent defendants charged with criminal offenses. The Assistant Public Defender I reports to the Public Defender of the Richmond Office and is employed at will.

**Duties:**

Duties include conducting client and witness interviews, working with staff investigators to investigate cases, filing pretrial motions and litigating motions. The attorney will be responsible for trying cases in the General District, Juvenile, and Circuit Courts, as well as identifying appropriate sentencing alternatives for clients.

**Qualifications:**

Virginia State Bar admission is required. Knowledge of criminal law, criminal procedure and evidence is required. Some experience in criminal defense of indigent clients is required. The qualified candidate must have the ability to argue legal positions effectively and persuasively, as well as master subject matter and prepare cases thoroughly. The ability to learn and accept constructive criticism from supervisors is important. The ability to respond quickly and effectively in addressing issues and questions is needed. The qualified applicant must be able to demonstrate excellent organizational skills and the ability to prioritize and multi-task. The applicant should have knowledge of Microsoft Office and be proficient in using a computer and keyboard. The applicant must have a valid operator's license and the means to travel to all local courts and all regional jails.

**How to Apply:**

Applicants should submit a complete state application, resume, cover letter and references online to Virginia State Job's website, [jobs.virginia.gov](http://jobs.virginia.gov) and search under Virginia Indigent Defense Commission or use the quick link below:

[jobs.agencies.virginia.gov/applicants/Central?quickFind=101291](http://jobs.agencies.virginia.gov/applicants/Central?quickFind=101291)

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